

TOWN OF ALLENSTOWN
Select Board
16 School Street
Allenstown, New Hampshire 03275
January 26, 2015

Call to Order.

The Allenstown Select Board Meeting for January 26, 2015 was called to order by Mr. Gryval at 6:02p.m.

Roll Call.

Present on the Board: Jeff Gryval and Kate Walker.

Excused: Jason Tardiff

Others Present.

Residents of Allenstown: Tom O'Donnell

Others Present:

Other Public Officials: Larry Anderson, Sewer Commission; Diane Adinolfo, Planning Board.

Allenstown Staff: Shaun Mulholland, Town Administrator; Dana Pendergast, AFD; and Paul Paquette, APD.

Citizens Comments:

Meet with Thomas O'Donnell of 27 ½ Cross St. to discuss roadway drainage issues.

Mr. O'Donnell stated he flagged down a Highway driver to show him some drainage issues. He explained there is water coming inside his shed. He also stated there is a 60 feet long and 40 feet wide pond. He stated the Highway Department has filled in an area in front of his house and done other things to stop the water. He stated he replaced all the two by fours on the bottom of the shed because of ants.

Mr. O'Donnell stated he also rakes leaves in the fall and he had over 100 bags of leaves from the neighbors and over 30 bags of leaves in his and he doesn't have a tree in his yard. He stated the drain continues to get clogged with leaves which causes water to flow down his driveway.

Mr. O'Donnell stated there are a ton of maple seeds in his driveway because the water pushes the seeds from his neighbors. He stated the Highway Department was saying it was due to the ice melting. He stated the water from the shed was frozen on the ground. He stated if there is something clogging the drain the water goes around it and comes through his property. Mr. O'Donnell further discussed the drainage issues and the snow removal procedures he has been following to deal with them. He also discussed health issues which makes dealing with these issues difficult.

Mr. Gryval stated they won't have a resolution for Mr. O'Donnell tonight as the Road Agent isn't feeling well and is getting ready for the blizzard they are about to have however, he does want to work with him. He stated last July himself and Mr. Mulholland went out to Mr. O'Donnell's to look at the problem. He stated they went out again after the repair was done to see how things were working. He stated he has a similar situation at his house and understands what he is talking about.

Mr. Gryval asked Mr. O'Donnell if he has spoken to the Road Agent about any other solutions. Mr. O'Donnell stated he was going to talk to them this last time but when they started taking pictures he got upset and walked away. Mr. Gryval asked Mr. O'Donnell if he has given any credence to the water coming over the wall. Mr. O'Donnell stated he patched up the wall with cement the other day and cleaned all the ice away from it. He stated he can't do anything about the water coming down the road and down the driveway.

Mr. Gryval asked Mr. O'Donnell if he has any suggestions he wanted the Road Agent to try. Mr. O'Donnell stated the Road Agent suggested a catch basin. He stated he was thinking of something like an underground pipe but it would need to be cleaned out so it doesn't clog. He stated when it is raining out the drainage works really well however when it's clogged is when it overflows. Mr. Gryval stated it is a problem they have all over town and they don't have the capacity to go out and clean all of the drainage all the time.

Mr. Gryval stated the pictures he did see was water coming down in front of Mr. O'Donnell's driveway and ice on top of the wall with water running down over the wall into Mr. O'Donnell's yard. Mr. O'Donnell stated the Highway guy told him it was because the ice was melting. Mr. Gryval showed Mr. O'Donnell the pictures the Highway Department took the other day. There was discussion of where the ice is and how the water is flowing.

Mr. Gryval informed Mr. O'Donnell they will speak to the Road Agent regarding these issues and get back to him. He also asked Mr. Mulholland to send the Road Agent a note the Select Board wants him to go out there and to know what the resolution for this is.

Meet with representative from Municipal Resources Incorporated to discuss department level audits.

Mr. Mulholland initiated a conference call for the Select Board with Alan Gould of Municipal Resources Incorporated (MRI).

Mr. Gould gave a brief overview of MRI for the audience and Ms. Walker. He stated they do a lot of operational audits or department studies throughout the Northeast. He stated they have a client in Rhode Island where they do the Police Department, a client in Maine where they do Police and Fire, in Maryland they do EMS and Town Hall operations as well. He stated they put a specialized team together to take a look at the effectiveness and efficiency of the operations.

Mr. Gryval stated he was reading through the material Mr. Gould sent them. He asked for an overview of how the different audits would work. Mr. Gould stated the business office study is something they do as a partnership with the property liability trust. He stated they review the internal controls, and the flow of cash financial functions of a municipality. He stated it usually takes a day to do.

Mr. Gryval stated they are audited every year and asked how this is different from the financial audits. Mr. Gould stated the audits deal more with the numbers where MRI focuses on the practices. He stated they could have the numbers balance but they may not be using the best practice to get there and the auditors don't look at the actual procedures as much.

Mr. Gryval stated in the town hall they have the Assessing Department and if it would be included in the business office study. Mr. Gould stated it would be included because it is part of how the money comes in and how it is received. He stated half of MRI's business is in assessing so they are able to give a good overview of the department.

Ms. Walker asked how in depth are the assessments they perform. Mr. Gould stated it depends. He stated if they have partnered with property liability trust they do something based on the cost because they are paying us. He stated if they are doing an operational study of a police department or fire department it is still based on budget.

Mr. Gould stated if they look at a police department they would look at the facility, fleet, equipment, record function, communication, written directives, management of organization, organizational structure, calls to service, field operations, training, funding, and fiscal controls. He stated they make recommendations on each chapter which would tell them why the topic is important, what is being done, what the best practice is and how they can achieve the best practice.

Mr. Mulholland stated he spoke with Mr. Gould about having two tiers and having a lower cost option. He stated if the lower cost option didn't show any particular problems they could stop there but if it unearthed some things they could go to the next level and at that point the Select Board would have the option of pulling the trigger for the more in depth study if it was needed. Mr. Gould stated it is the most cost efficient way for the town to do it. He stated they know where to look to gauge the need for work on certain areas and report back what they have found.

Mr. Gryval asked how they would perform the tasks such as if there is a sense of unity in the department and whether the level of discipline is appropriate. Mr. Gould stated a lot of those things can be done by surveys or speak with individuals personally for smaller departments. He stated they review a lot of records. He stated for training they would look at the training records to see if the training is adequate and where could they improve training to provide value to the community. He stated there are usually two or three of them which specialize in certain areas and they will come in and speak individually with Board of Selectmen and other officials who would have information to help them understand how the department performs.

Mr. Gryval stated the goal is going to be to do at least the four major departments over a period of time. He asked if there is one particular department they would want to start with if this was going to be a several year program. Mr. Gould stated it is all about risk management and would encourage the towns to start with the high risk management departments first which are typically the emergency departments.

Mr. Gould stated the town hall, particularly if they go through with having it done with property liability trust, it will not cost them any money but if they are going to spend money doing a department they would recommend doing the Police or Fire Department. Mr. Gryval stated they think they are in a good position but they want to know they are doing the best they can in each department and are running them efficiently as possible. Mr. Gould stated it is nice for MRI in this type of situation because they will provide the town with a road map of sorts on how to do things. He discussed some towns where they gave recommendations years ago and they are still using them today.

Mr. Gryval asked should they contract with MRI and do a preliminary evaluation what type of preparation would they need to do before they came in and did the evaluation. Mr. Gould stated they would send them a list ahead of time depending on the department. He gave the example of a police department and wanting to see the standard operation guidelines, statistics, calls for service, budget for three years, and organizational chart or list of employees. He stated they would do their first on-site and meet with the keep members of the Police Department and governing body and by the end of the day everyone would know what they were looking for. Mr. Gryval asked how long a review would last. Mr. Gould stated it would last about two to three months. He stated it can depend on the workload they already have because they want to

make sure they have the right team working on the review. He stated there are a couple of different edits which go back and forth between the team.

Chief Paquette asked if each person on the team would be there daily walking through everything. Mr. Gould stated they would set up an appointment where they would setup who they would like to meet with and then the members of the team would deal with the personnel individually over the next few weeks. He stated it is not overwhelming overall.

Chief Paquette asked what the cost is on the low end. Mr. Gould stated it really depends on the scope of the work. He stated someplace under \$10,000 they could get a really good look at things. Chief Paquette asked if after the review was done they would get recommendations of timelines of where they should be going in the areas they may be lacking in. Mr. Gould stated they don't do timelines because they know it's really sensitive to the community based on the time available to execute things. He stated it will be clear in the reports how they can achieve goals.

Chief Paquette asked if the fee includes a follow up to show the best practices. Mr. Gould stated they are always available for follow up and it typically doesn't cost anything. He stated once the town hires MRI they help at no cost unless it is something which takes a long time to do.

Chief Pendergast asked Mr. Gould if he would have his own contact person or would he go through you. Mr. Gould stated initially they would go through him and then once they get going there would be a team leader for each department.

Chief Pendergast asked if they use NFPA or general industry guidelines. Mr. Gould stated the recommendations would be on NFPA standards.

Mr. Mulholland stated in regards to town hall, PLT did notify them they would pay MRI to do the study at town hall so it wouldn't cost the town anything. He stated they were looking to do it in June or July of this summer. Mr. Gould stated he knows PLT has spoken to the office however he wasn't aware of the timeframe but it sounds good to him. He stated they have never done a study which has not paid for itself at least several times over in the community.

Mr. Anderson asked Mr. Gould if they do reviews for Sewer Departments. Mr. Gould stated they do Sewer Departments. Mr. Anderson asked for some information on it. Mr. Mulholland stated he will put Mr. Gould in contact with the Superintendent.

Ms. Walker asked Mr. Gould if they would give each department a heads up they were coming in. Mr. Gould stated they actually want the departments to know they are coming so they would notify them ahead of time.

Mr. Gryval thanked Mr. Gould for his time tonight and the information.

Accept resignations of personnel in the Police and Fire Departments.

Motion. Mr. Gryval made a motion to accept the resignation of Rebecca King effective June 5, 2015. Ms. Walker seconded Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Gryval –Yes and Ms. Walker - Yes. Mr. Gryval declared the Motion passed.

Motion. Mr. Gryval made a motion to change the status of Rich Daughen from a full-time fire fighter to a call fire fighter. Ms. Walker seconded the Motion.

A Roll Call Vote was taken: Mr. Gryval –Yes and Ms. Walker - Yes. Mr. Gryval declared the Motion passed.

Mr. Gryval asked how they are doing in regards to finding his replacement. Chief Pendergast stated he has twenty resumes to go through. He explained they will be going through the resumes and score them and the ones with the highest scores will be interviewed. Mr. Gryval asked if they will have a member of the Select Board part of the interview board. Chief Pendergast stated they haven't narrowed down the interview board yet.

Chief Pendergast stated they got their new heart monitor and they have already used it on a call.

Mr. Gryval asked about being in town throughout the blizzard and how it would work for them. Chief Pendergast stated he will have the fire house staffed. Chief Paquette stated he will be here.

The Select Board recessed at 7:06pm.

The Select Board returned from recess at 7:10pm.

Non-Public Session in accordance with the provisions of RSA 91-A:3,II(e)

Mr. Anderson opened the meeting of the Planning Board at 7:10pm. Present on the Board was Diane Adinolfo, Jeff Gryval, Chad Pelissier, and Larry Anderson.

Motion. Mr. Anderson made a motion to go under non-public session under RSA 91-A:3,II(e) at 7:11pm. Mrs. Adinolfo seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Gryval –Yes; Mr. Anderson – Yes; Mrs. Adinolfo – Yes; and Mr. Pelissier -Yes. Mr. Anderson declared the Motion passed.

Motion. Mr. Anderson made a motion to seal the minutes of the previous non-public session. Mr. Pelissier seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Gryval –Yes; Mr. Anderson – Yes; Mrs. Adinolfo – Yes; and Mr. Pelissier -Yes. Mr. Anderson declared the Motion passed.

Motion. Mr. Gryval made a motion to seal the minutes of the Board of Selectmen’s previous non-public session because they involve an ongoing legal matter. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Gryval –Yes and Ms. Walker - Yes. Mr. Gryval declared the Motion passed.

Discussion of Senate Bill 98

Mr. Gryval stated Senate Bill 98 says “relative to third party review required by the planning board....this bill allows a land use applicant to select the third party for review and consultation to the planning board as a condition of the applicant’s liability for the third party’s expenses.” He stated if the planning board is in favor of this bill, they would like the planning boards to come up with a list of three engineering or consulting firms they would want the applicants to use and currently they are only required to come up with one.

Mr. Gryval stated there are pros and cons to going either way. He stated they use Hoyle & Tanner as their engineer right now and they know the work they do and Hoyle & Tanner has the town’s best interest at heart. He stated the problem with the bill is if they have three different engineers, someone may have a working relationship with them or any reason to sway them in their favor. He stated one of the pluses of going with this is Hoyle & Tanner is a bit expensive.

Mr. Mulholland stated there would be an RFP or QBS process where the Planning Board would choose three firms and then the perspective developer would choose the one they want. He stated whoever the engineering firm is, if not Hoyle & Tanner, they are not tied to the town. He stated if it is Hoyle & Tanner they will look out for the best interest of the town. He stated some of the engineers will do what’s best for whoever is hiring them.

Mr. Mulholland stated there is a hearing on January 28, 2015 for the bill at the Senate.

Mr. Gryval stated as a town they take a position on certain bills which are before the House and the Senate and if this is something they think is important they would be glad to help them with it.

Mr. Anderson stated it doesn't matter who they hire for an engineer they are going to have to use Hoyle & Tanner for most of the information anyways. Mr. Mulholland stated they will not have to if the bill passes. Mr. Gryval stated it will be like the town having its own lawyer and the developer would have their own engineer. Mr. Mulholland stated Hoyle & Tanner know the town's regulations.

Mr. Pelissier stated he thinks it is an issue to allow the bill. He stated if the results come out of whack they are going to have to have Hoyle & Tanner look at it and then they have two engineers involved in the matter.

Mr. Anderson asked if they can force them to Hoyle & Tanner look at what their engineer did. Mr. Mulholland stated they won't be able to do it. Mr. Pelissier stated if they don't like what comes back then the town will have to pay Hoyle & Tanner to fix it.

Mrs. Adinolfo asked what the motivation for the bill was. Mr. Mulholland stated the developer wants to pick who they want because they are concerned about bias and cost.

Mr. Mulholland stated the Planning Board may wish to take a position as a board and determine how they want to testify on their position.

The Planning Board determined to oppose Senate Bill 98.

Motion. Mr. Anderson made a motion to adjourn the Planning Board meeting at 7:50pm. Mr. Gryval seconded the Motion. There was no additional discussion.

Discussion of position on House Bill 524

Mr. Anderson asked about Senate Bill 97. Mr. Mulholland stated SB 97 is for storm water to allow municipalities to create storm water regulations to comply with federal and state statutes. Mr. Pelissier stated the bill will help them in the long run. Mr. Mulholland stated the bill allows municipalities to have significant authority to do things which are good or bad depending on one's point of view.

Mr. Gryval stated as far as the other Senate Bills on the agenda the Select Board has already taken position on. Mr. Mulholland stated there are Senate Bills they have not taken a position on.

Mr. Mulholland stated House Bill 524 would change the way the default budget is calculated. He read part of the bill which states "not more than 98 percent of the actual expenditures for the same appropriations." He stated they have to have a default budget by the middle of January and they don't have the actual expenditures until April so it is impossible to actually do. He stated he calculated it out based on the numbers they have right now which are not accurate and it would be a \$600,000 cut to the budget; big enough to cut out the Highway Department.

Mr. Mulholland explained if it is 98% of the actual numbers, they wouldn't be able to spend any money on a line item which was previously zero. Ms. Walker stated she doesn't see the logic in the bill. Mr. Gryval stated he thinks it's more of a way to cut budgets. He stated they could artificially cut budgets without voters having control. Mr. Mulholland stated the voters won't even know and it takes the power away from the people to decide what they want to do and leaves the decision up to people like him. The Select Board determined to oppose House Bill 524 and Mr. Gryval would go to the hearing to testify against it.

Review department head status reports for the month of December.

The Select Board determined to table the reports until the next meeting when Mr. Tardiff is present.

Discuss current use letter to be sent to property owners.

Mr. Mulholland stated there is a draft current use letter in their folders which they would like the Select Board to sign if they agree with the format. He stated they have asked for people to provide information for their current use and if they don't give it to the town then they will be forced to charge them the full rate of taxes for the property instead of the ten percent they usually get.

Ms. Walker asked if someone was to come back and give the information after the deadline is there an appeal process. Mr. Mulholland stated it would be an abatement.

Mr. Gryval stated he is happy with the letter and the direction they are going in. He stated there are a lot of properties in town which have been part of the process for a long time and they haven't been responding and are probably going to blow this letter off as well. He stated there is probably going to be some political repercussions coming their way. Ms. Walker stated she thinks the documentation is key. Mr. Mulholland stated it is only fair to the other taxpayers in town.

Town Administrator's Report

Mr. Mulholland stated there is a letter from the Fire Marshall office in regards to fireworks and the Government's Council Report in their folder. He also stated the photographs are in the folder regarding the property discussed earlier today.

Discussion of ICS 201: Operations Plan for upcoming blizzard

Mr. Mulholland stated he put out an ICS 201, a briefing report of where they are at and what they are doing. He stated they are at Emergency Management Condition orange right now and

expect to go to red at midnight tonight. He stated their EOC is not activated and he does not plan to do so. He stated they have the regional shelter at the school and the generator is there now and the shelter trailer is over there. He stated if they get requested to open the shelter they could do so at noon tomorrow.

He stated in terms of their operations plan and resources committed they have the Highway Department Shift A and Shift B. He stated the Highway department will be out in its entire force starting tonight when the snow starts until 2pm tomorrow and then Shift B will start at 2pm tomorrow which includes a contract vehicle from Keith's Truck Service, himself, Selectmen Gryval, and two people to hire as temporary employees to get them through the storm. He stated the two temporary employees would be David Demers and Thomas Gryval to operate plow equipment tomorrow. He stated the Highway Department will take over again sometime on Wednesday and give them an opportunity to rest.

Mr. Mulholland stated the request for certificate of insurance for Keith's Truck Service is in so they will get that. He stated they would need to hire Thomas Gryval and David Demers as temporary employees at a rate of \$13.00 should they need them.

Motion. Ms. Walker made a motion to hire Thomas Gryval as a temporary truck driver at the standard rate of approximately \$13.00 per hour. Mr. Gryval seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Gryval –Yes and Ms. Walker - Yes. Mr. Gryval declared the Motion passed.

Motion. Ms. Walker made a motion to accept David Demers as a temporary truck driver at the standard rate of approximately \$13.00 an hour. Mr. Gryval seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Gryval –Yes and Ms. Walker - Yes. Mr. Gryval declared the Motion passed.

Mr. Mulholland stated they have a shelter group on standby status which Mrs. Demers is leading. He stated they will be providing food for the Highway, Fire Department, Ambulance and Police Department crews. He stated people will be sleeping at the police station, fire station, and he will be sleeping here so there will be people around. He stated they have also requested assistance from the Sewer Department to see if they could plow the Ferry Street block and Mr. Clement is looking into what they can do. He stated if they are declared the overtime expenses will be reimbursed by the Federal government.

Mr. Mulholland stated MRC Medical Reserve Core will see what they have available for staffing assistance. He stated the Fire Department will have five people on staff starting tonight. He stated Tri-Town Ambulance is putting on two ambulances.

Mr. Mulholland stated Mrs. Welch is going to update WebEOC from the Fire Station tomorrow.

Ms. Walker asked where they would like her tomorrow. Mr. Mulholland stated if they need the shelter and has someone who is hard of hearing, they could use her help with those people. He stated they are going to be feeding about twenty people for breakfast tomorrow. He stated Mrs. Demers will be the person to talk to about all of it because she is running it. He stated they will be picking people up in plow trucks tomorrow to get them where they need to go. He also stated they have prisoners coming in tonight who will help with things tomorrow.

Mr. Mulholland stated Chief Paquette is bringing over the laptop which has the air card so if the internet goes down they have contact with the state. He stated they have a fuel plan and contingency plans for other things. He stated he thinks they are prepared as they can be.

Status report proposed new Boys & Girls Club/Senior Center facility at the Whitten Street Park

Mr. Mulholland stated they did get donations of \$125,000 so they will have it included with their application. He stated they may have another \$100,000 donation they are working on as well.

Ratify Consent Calendar: January 26th, 2015

Motion. Mr. Gryval made a motion to ratify the Consent Calendar of January 26, 2015. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Gryval –Yes and Ms. Walker - Yes. Mr. Gryval declared the Motion passed.

Review Minutes: December 29th, 2014, January 5th, 2015.

Motion. Ms. Walker made a motion to accept the minutes of December 29, 2014. Mr. Gryval seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Gryval –Yes and Ms. Walker - Yes. Mr. Gryval declared the Motion passed.

Motion. Ms. Walker made a motion to accept the minutes of January 5, 2015. Mr. Gryval seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Gryval –Yes and Ms. Walker - Yes. Mr. Gryval declared the Motion passed.

Approve Payroll and Accounts Payable Manifests: Payroll 010715; Payroll 011515; AP 010715 (2014) and 010715 (2015); AP 011415 (2014) and 011415 (2015); AP 012215 (2014) and AP 012215 (2015).

Motion. Ms. Walker made a motion to approve Payroll of January 7, 2015, Payroll of January 15, 2015, Accounts Payable manifest for January 7, 2015 but it is the 2014 year budget, January 7, 2015 for 2015 year budget, Accounts Payable of January 14, 2015 under the 2014 budget and January 15, 2015 under 2015, Accounts Payable of January 22, 2015 under 2014 budget and January 22, 2015 under the 2015 budget. Mr. Gryval seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Gryval –Yes and Ms. Walker - Yes. Mr. Gryval declared the Motion passed.

Suncook Valley Regional Town Association

Ms. Walker stated Mr. Dyke has left SVRTA. She stated the members present at the meeting were Mr. Jodoin of Pembroke, Mr. Preston of Barnstead, Mrs. Bosiak of Epsom and herself.

Ms. Walker stated Epsom is having issues keeping police officers so they started a salary study and the Budget Committee voted for \$30,000 for police raises. She stated Epsom also found their electrical costs to increase significantly. She stated Barnstead is having issues with dirt roads and are coming up with a road bond. She stated the big ticket item for them is a fire truck grant and they have military surplus equipment and there was discussion as to whether the equipment is on loan to the town or owned by the town.

Mr. Gryval asked if there was any discussion on how the SVRTA is going to move forward without Mr. Dyke. Ms. Walker stated for right now, Mrs. Bosiak of Epsom is going to take over tentatively.

Ms. Walker stated Pembroke is working on certain road issues such as a light on Pembroke Hill and extending a road behind Associated Grocers.

Motion. Mr. Gryval made a motion to adjourn. Ms. Walker seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Gryval –Yes and Ms. Walker - Yes. Mr. Gryval declared the Motion passed.

Mr. Gryval declared the meeting adjourned at 8:20 pm.

January 26th, 2015

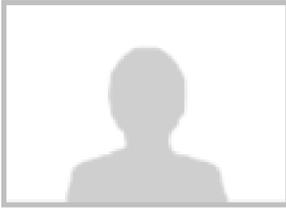
Signature Page

Original Approval:	
 JASON TARDIFF, Chair	02/16/2015 DATE
 JEFFREY GRYVAL, Member	02/11/2015 DATE
 KATE WALKER, Member	02/11/2015 DATE

Amendment Approvals:		
Amendment Description:	Approval:	Date:
	JASON TARDIFF, Chair	DATE
	JEFFREY GRYVAL, Member	DATE
	KATE WALKER, Member	DATE

Signature Certificate

 Document Reference: K4W4Z5ISM3MJXZ2MX3WIU6

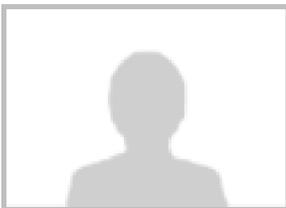


Kate Walker
Party ID: 3XN48LIZX5UPDM2U4B7JY9
IP Address: 24.61.233.254
VERIFIED EMAIL: kwalker@allentownnh.gov

Electronic Signature:

Multi-Factor
Digital Fingerprint Checksum

777fdc1dceaf1ad04be2fbb34049668fa2c7c0ef

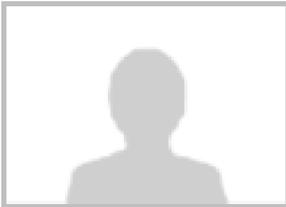


Jeffrey Gryval
Party ID: C77YBFJ33K7CK6WDUA6GY9
IP Address: 104.129.196.75
VERIFIED EMAIL: jgryval@allentownnh.gov

Electronic Signature:

Multi-Factor
Digital Fingerprint Checksum

cd10c0619f6aca1234355912e4b5025a105bae57



Jason Tardiff
Party ID: GT79SEID42J9JCHWJX52J2
IP Address: 173.9.43.198
VERIFIED EMAIL: jtardiff@allentownnh.gov

Electronic Signature:

Multi-Factor
Digital Fingerprint Checksum

d10b551804ea544d1d5fbc532c4472f38aa87903



Timestamp

2015-02-16 14:49:34 -0800
2015-02-16 14:49:34 -0800
2015-02-16 14:46:10 -0800
2015-02-11 14:34:37 -0800
2015-02-11 14:32:22 -0800
2015-02-11 10:40:55 -0800
2015-02-11 10:37:25 -0800

Audit

All parties have signed document. Signed copies sent to: Kate Walker, Jeffrey Gryval, Jason Tardiff, and Shaun Mulholland.
Document signed by Jason Tardiff (jtardiff@allentownnh.gov) with drawn signature. - 173.9.43.198
Document viewed by Jason Tardiff (jtardiff@allentownnh.gov). - 173.9.43.198
Document signed by Kate Walker (kwalker@allentownnh.gov) with drawn signature. - 24.61.233.254
Document viewed by Kate Walker (kwalker@allentownnh.gov). - 24.61.233.254
Document signed by Jeffrey Gryval (jgryval@allentownnh.gov) with drawn signature. - 104.129.196.75
Document viewed by Jeffrey Gryval (jgryval@allentownnh.gov). - 104.129.196.75



This signature page provides a record of the online activity executing this contract.

Signature Certificate



Document Reference: K4W4Z5ISM3MJXZ2MX3WIIU6

RightSignature

Easy Online Document Signing

2015-02-09 06:19:49 -0800

Document created by Shaun Mulholland (smulholland@allentownnh.gov). -
64.222.96.214



This signature page provides a record of the online activity executing this contract.